

**UNITED STATES DEPARTMENT OF AGRICULTURE**

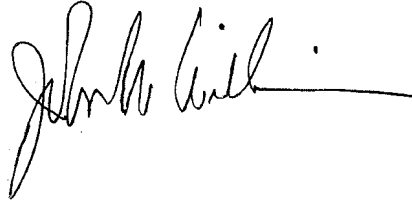
Farm Service Agency  
Washington DC 20250

**Notice BU-645**

**For:** State Offices

**Revised FY 2003 Non-Federal County Office Allotments**

**Approved by:** Deputy Administrator, Management



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**1 Overview**

**A Background**

The Consolidated Appropriations Resolution, 2003, Pub. L. 108-7, signed February 20, 2003, provided FSA with full-year funding. After completing analysis:

- BUD issued full year non-Federal County Office payroll and nonpayroll allotments in Notice BU-641
- DAFO provided States with FY 2003 staffing ceiling levels for permanent and temporary employees.

**B Purpose**

This notice:

- issues additional payroll funding

**Note:** See Exhibit 1.

- includes all previous allotments issued
- includes previously issued:
  - information technology (IT) training and award allotments
  - travel and equipment guidelines.

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**Disposal Date**

October 1, 2003

**Distribution**

State Offices

## Notice BU-645

### 1 Overview (Continued)

#### C Contacts

For questions about:

- payroll allotments, contact Cassandra Wilkins at 202-720-3356
- nonpayroll allotments, contact Scott Redman at 202-720-8926.

#### D State Office Action

State Offices shall monitor all payroll and nonpayroll expenses within their respective allotment totals and ensure that usage does not exceed the respective non-Federal County Office allotment.

Follow State Office action in Notice BU-641, subparagraph 3 A, when distributing funding.

### 2 Payroll Allotments and Relocation Funds

#### A Previously Issued Payroll and Nonpayroll Allotments

State and County Offices shall refer to Notice BU-641 for instructions and information concerning previously issued payroll and nonpayroll allotments.

#### B Additional Payroll Allotments

Additional payroll allotments are being issued to fully fund the additional 600 temporary staff years nationwide. Notice BU-641 stated that full year (261 paid-for workdays) allotments were provided to fund non-Federal County Office staff year ceilings. However, the additional 600 temporary staff years provided to States were erroneously calculated using only 142 days of funding. This error has been corrected and allotments for these temporary staff years are now based on full fiscal year, consistent with the total ceilings issued.

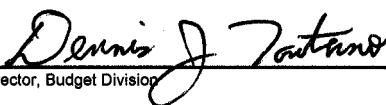
Payroll is not allotted to County Offices. State Offices shall refer to report DW1701CT to monitor payroll expenses and to compare to the total available payroll allotment.

**Note:** SED's shall manage:

- temporary employees
- overtime for permanent and temporary employees within the payroll allotment provided.

#### C Request for Relocation Funds

Allotments issued to date include only a small amount for relocation. State Offices should request additional funding if there will be relocations.

FY 2003 Full Year County Office Allotments				
STATE	Additional Payroll Allotment	Revised Payroll Allotment 1/	Non Payroll Allotment 1/	Revised Total Allotment
ILLINOIS	\$381,000	\$31,537,000	\$8,616,000	\$40,153,000
INDIANA	334,000	21,835,000	5,963,000	27,798,000
IOWA	882,000	38,354,000	9,195,000	47,549,000
MICHIGAN	195,000	13,786,000	5,083,000	18,869,000
MINNESOTA	500,000	26,506,000	7,372,000	33,878,000
MISSOURI	358,000	26,721,000	7,655,000	34,376,000
OHIO	443,000	20,506,000	5,556,000	26,062,000
WISCONSIN	277,000	19,255,000	4,727,000	23,982,000
MIDWEST	\$3,370,000	\$198,500,000	\$54,167,000	\$252,667,000
CONNECTICUT	\$14,000	\$1,131,000	\$385,000	\$1,516,000
DELAWARE	13,000	799,000	271,000	1,070,000
MAINE	25,000	2,312,000	1,247,000	3,559,000
MARYLAND	90,000	3,915,000	1,114,000	5,029,000
MASSACHUSETTS	23,000	1,576,000	461,000	2,037,000
NEW HAMPSHIRE	13,000	966,000	489,000	1,455,000
NEW JERSEY	160,000	1,687,000	756,000	2,443,000
NEW YORK	113,000	8,903,000	3,901,000	12,804,000
PENNSYLVANIA	121,000	10,613,000	2,875,000	13,488,000
RHODE ISLAND	0	330,000	33,000	363,000
VERMONT	98,000	1,750,000	695,000	2,445,000
WEST VIRGINIA	50,000	5,269,000	1,709,000	6,978,000
NORTHEAST	\$720,000	\$39,251,000	\$13,936,000	\$53,187,000
ALASKA	\$10,000	\$849,000	\$160,000	\$1,009,000
IDAHO	83,000	7,324,000	1,955,000	9,279,000
MONTANA	131,000	13,606,000	3,654,000	17,260,000
NEBRASKA	292,000	26,881,000	5,608,000	32,489,000
NORTH DAKOTA	351,000	21,155,000	4,346,000	25,501,000
OREGON	77,000	5,597,000	1,908,000	7,505,000
SOUTH DAKOTA	222,000	20,403,000	4,667,000	25,070,000
WASHINGTON	86,000	6,051,000	1,899,000	7,950,000
WYOMING	39,000	3,771,000	954,000	4,725,000
NORTHWEST	\$1,291,000	\$105,637,000	\$25,151,000	\$130,788,000
ALABAMA	\$152,000	\$12,610,000	\$3,630,000	\$16,240,000
ARKANSAS	170,000	15,645,000	3,222,000	18,867,000
FLORIDA	70,000	6,524,000	1,694,000	8,218,000
GEORGIA	279,000	20,619,000	3,933,000	24,552,000
KENTUCKY	167,000	21,222,000	5,253,000	26,475,000
LOUISIANA	137,000	10,673,000	3,326,000	13,999,000
MISSISSIPPI	144,000	16,447,000	5,408,000	21,855,000
NORTH CAROLINA	242,000	23,087,000	4,236,000	27,323,000
PUERTO RICO	23,000	366,000	2,000	368,000
SOUTH CAROLINA	64,000	8,557,000	2,383,000	10,940,000
TENNESSEE	240,000	19,042,000	4,988,000	24,030,000
VIRGINIA	134,000	12,343,000	4,688,000	17,031,000
VIRGIN ISLANDS	0	64,000	3,000	67,000
SOUTHEAST	\$1,822,000	\$167,199,000	\$42,766,000	\$209,965,000
ARIZONA	\$60,000	\$2,550,000	\$822,000	\$3,372,000
CALIFORNIA	114,000	8,377,000	3,357,000	11,734,000
COLORADO	66,000	8,690,000	2,477,000	11,167,000
HAWAII	55,000	981,000	362,000	1,343,000
KANSAS	527,000	29,761,000	7,581,000	37,342,000
NEVADA	18,000	1,262,000	455,000	1,717,000
NEW MEXICO	50,000	4,239,000	1,181,000	5,420,000
OKLAHOMA	216,000	16,907,000	3,558,000	20,465,000
TEXAS	1,270,000	46,233,000	16,438,000	62,671,000
UTAH	32,000	3,842,000	963,000	4,805,000
SOUTHWEST	\$2,408,000	\$122,842,000	\$37,194,000	\$160,036,000
TOTAL ALL STATES	\$9,611,000	\$633,429,000	\$173,214,000	\$806,643,000
 5/13/03				
Director, Budget Division		Date		
1/ Includes County Office Allotment issued in Notices BU-629 through BU-641. 2/ Awards allotment is included in the payroll allotment. 3/ IT allotment and equipment guideline are included in the non-payroll allotment. 4/ Travel guideline is included in either the payroll or non-payroll allotment level depending on the travel system used by the State.				